

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S**

**NATIONAL WEATHER SERVICE**

**OPERATING PLAN for  
ASIAN AMERICAN/PACIFIC ISLANDER EMPLOYMENT  
PROGRAM  
2007-2008**

*Working Together to Save Lives*



# **Asian American/Pacific Islander Employment Program Operating Plan FY 2007- FY 2008**

The primary objective of NOAA's National Weather Service (NWS) Asian American/Pacific Islander (AA/PI) Employment Program is to ensure that AA/PIs have equal access and opportunity to compete fairly in recruitment, training, upward mobility, promotions, and any other condition of Federal employment. On May 13, 2004, President Bush signed an [amendment to Executive Order 13125](#) on 'Increasing Participation of Asian Americans and Pacific Islanders in Federal Programs' to improve the quality of life of AA/PIs through increased participation in federal programs where they are underserved. The Executive Order calls on all Federal departments to mobilize their resources to address the unmet needs of Asian Americans and Pacific Islanders.

The NWS is committed to improving the representation of AA/PIs in its workforce. In an assessment done by the Office of Equal Opportunity and Diversity Management (OEODM) in October 2006, AA/PIs are underrepresented in the NWS workforce. AA/PIs represent 3.6% of the National Civilian Labor Force (NCLF), but only 3.4% of the NWS workforce. AA/PI males have reached parity with the NCLF; however, AA/PI women have not. AA/PI women represent 1.7% of the NCLF and 1.0% of the NWS workforce. AA/PI males are underrepresented in all seven mission-related occupations and AA/PI women are underrepresented in 6 out of 7 occupations. AA/PI women have reached parity in the Electronic Engineer series. The seven mission-related occupations are: Meteorologist, Meteorologist Technician, Electronic Engineer, Electronic Technician, Physical Scientist, Hydrologist, and Information Technology Specialist.

The NWS realizes diversity represents one of our greatest strengths, and we must strive to ensure that all Americans have the opportunity to reach their full potential. NWS recognizes the accomplishments and contributions AA/PIs make to our nation and workforce.

One of OEODM's highest priorities has been to undertake a serious effort to strengthen the NWS workforce and management capabilities while addressing workforce diversity issues. This AA/PI Operating Plan (AA/PIOP) will be used to manage the diversity of our employees by building an inclusive workforce, fostering an environment that respects the individual, and offering opportunities for all persons to develop to their full potential in support of Atmospheric Science. Through this plan the NWS is seeking to build relationships with AA/PI communities and engage them in the NWS operations. The plan calls for strengthening NWS outreach activities in a comprehensive effort to promote partnership opportunities with the AA/PI community in three critical areas: employment, education, and training.

## **FY 2007-2008 Goals**

<b>Goal</b>	<b>Lead Office</b>	<b>Completion</b>
Research NWS recruitment strategies used to target AA/PI through professional organizations (e.g., Asian Government Executive Network) and colleges and universities.	OEODM	Quarter II – FY 2008
Develop AA/PI web page.	OEODM	Quarter IV – FY 2007
Initiate dialogue to establish long-term relationships with AA/PIs, Asian organizations and advocacy groups.	OEODM	Quarter IV - FY2007
Identify and target institutions that graduate a significant number of AA/PI with degrees that meet NWS job needs.	OEODM	Quarter IV – FY 2007
Establish a relationship with regional AA/PI managers.	OEODM	Quarter II – FY 2007
Review NWS AA/PI employee participation in existing skill- building training programs, conferences, and seminars.	OEODM	Quarter IV – FY 2008
Establish long-term relationships with AA/PI organizations and professional groups.	OEODM	Quarter II- FY2008
Review the possibility of offering more career ladder positions.	OEODM	Quarter III- FY2008

## **Goal A: Enhance/Develop Employee Potential**

### **Recruitment**

**1. Research NWS recruitment strategies used to target Asian American/Pacific Islanders through professional organizations (e.g., Asians American Government Executive Network), and colleges and universities (e.g., the University).**

**Lead Office:** OEODM

**Completion:** Create an AA/PI employment communications plan and initiate dialogue with a minimum of four major AA/PI publications and organizations by end of Quarter II - FY2008.

---

**2. Initiate dialogue to establish long-term relationships with AA/PI organizations and advocacy groups, e.g., FAPAC, OCA, NAAAP, NAATA, the Governor's Office on Asian Pacific Islanders and AA/PI professional organizations.**

**Lead Office:** OEODM

**Completion:** Initiate dialogue with a minimum of three AA/PI organizations by end of Quarter IV - FY2007.

---

**3. Identify and target institutions that graduate a significant number of AA/PIs with degrees that meet NWS job needs.**

**Lead Office:** OEODM

**Completion:** Develop list of viable candidates by end of Quarter IV - FY2007.

---

**4. Identify and promote awareness of government-wide and NWS executive development training programs among high-potential AA/PI candidates in order to increase opportunities for inclusion in SES selection pools.**

**Lead Office:** OEODM

**Completion:** Create an awareness campaign by end of Quarter III- FY2008.

---

**5. Inform NWS minority employee groups and other Federal government AA/PI Employment Program Managers (AA/PIEPMs) about hiring and promotion opportunities and utilize their networks for identifying qualified candidates for senior positions.**

**Lead Office:** OEODM in coordination with National Council of AA/PIs Employment Program Managers.

**Completion:** Secure membership to National AA/PI Council Employment Program Managers. By end of Quarter III - FY2008.

---

## **Goal B: Improve Retention**

**1. Review NWS internal employment practices undertaken to retain AA/PI employees (e.g., use of retention bonuses, awards, promotions, etc.).**

**Lead Office:** OEODM

**Completion:** Review retention data and make suggestions to correct any deficiencies by end of Quarter II- FY2008.

---

**2. Review exit interview procedures, questionnaires, and data for AA/PI employees and make recommendations for improvement.**

**Lead Office:** OEODM

**Completion:** Review existing procedures, questionnaires, and data continuously.

### **Goal C: Disseminate Accurate and Compelling Information about Training and Development Opportunities**

**1. Review NWS AA/PI employee participation in existing skill-building training programs, conferences, and seminars.**

**Lead Office:** OEODM

**Completion:** Review AA/PI participation data for training program by end of Quarter IV - FY2008

---

**2. Review NWS nomination process for participation in leadership, and executive potential programs and other developmental programs open to GS 6 – 13.**

**Lead Office:** OEODM

**Completion:** Review procedures for advertising and notifying employees about opportunities and make suggestions to correct any deficiencies by end of Quarter IV - FY2008.

### **Goal D: Monitor and Ensure Accountability**

The NWS senior-level management is primarily responsible for ensuring and emphasizing efforts to achieve a fully diverse workforce, inclusive of AA/PIs. OEODM, through existing tracking and reporting mechanisms will assist the NWS Assistant Administrator, Deputy Assistant Administrator, Headquarters Office and Regional Directors, managers, and supervisors in accomplishing workforce diversity by implementing and monitoring workforce profiles and measures. The NWS will use the following action items to promote accountability and results with respect to AA/PI employment.

**1. Periodically update and review organizational AA/PI workforce goals and achievements.**

**Lead Office:** OEODM

**Completion:** Review goals and accomplishments semiannually.

---

**2. Submit Annual Status Report to the OEODM Director on NWS progress towards improving the promotion potential of AA/PIs.**

**Lead Office:** OEODM

**Completion:** Annually